

BROADCAST AND EMERGING MEDIA ENGINEERING TECHNICIAN

Schematic Code 13603 (31000075)

I. DESCRIPTION OF WORK

Positions in this banded class typically install, operate, maintain, and repair electronic equipment used in various broadcast television, radio and emerging media environments. These positions may be involved with analysis, diagnosis, compliance monitoring and troubleshooting of transmission, microwave and remote or studio site equipment.

II. ROLE DESCRIPTIONS BY COMPETENCY LEVEL

Contributing	Journey	Advanced
<p>Positions at this level typically perform physical installation, routine maintenance and repair of standard electronic devices and/or systems in a broadcast and emerging media engineering environment. This may include troubleshooting, analysis, calibrations, and modifications to a variety of devices using available documentation and standard test equipment. Work is performed under general supervision.</p>	<p>Positions at this level typically perform physical installation, routine maintenance, repairs and upgrade electronic devices, systems and subsystems in a broadcast and emerging media engineering environment. This work may involve complex troubleshooting of multiple interconnected/networked devices, with minimal supervision. Required documentation may or may not be available.</p>	<p>Positions at this level typically perform physical installation, maintenance, repairs and upgrade electronic devices, systems and subsystems in a broadcast and emerging media engineering environment. They may calibrate electronic equipment, and tune equipment to maintain optimal performance levels. They may also fabricate and design unique devices and equipment as needed. They may also create documentation. Work is performed independently.</p>

III. COMPETENCIES

Competency	Definition
Knowledge - Technical	Knowledge of electronic and/or RF principles. Knowledge of analog and digital electronics as used in broadcast and emerging media. Knowledge of appropriate information technology techniques and/or principles. Ability to operate, troubleshoot and/or repair electronic equipment. Ability to maintain electromechanical facility support equipment.
Analytical Thinking	Ability to identify issues, obtain relevant information, relate and compare data from different sources, and identify alternative solutions.
Teamwork	Ability to actively participate and contribute as a member of a team toward the completion of established goals.
Customer Service	Ability to develop and maintain professional relationships with clients or customers by listening to the client/customer, and understanding and responding to identified needs in a timely manner.
Communication	Ability to present information to individuals or groups. Ability to convey information clearly and concisely to groups or individuals verbally, in writing, or through other documentation as appropriate to ensure understanding. Ability to listen and respond appropriately to others.

Note: Not all competencies apply to every position/employee; evaluate only those that apply. Competency statements are progressive.

IV. COMPETENCY STATEMENTS BY LEVEL**Knowledge - Technical**

Knowledge of electronic and/or RF principles. Knowledge of analog and digital electronics as used in broadcast and emerging media. Knowledge of appropriate information technology techniques and/or principles. Ability to operate, troubleshoot and/or repair electronic equipment. Ability to maintain electromechanical facility support equipment.

Contributing	Journey	Advanced
<p>Basic knowledge of electronic and/or RF principles.</p> <p>Basic knowledge of analog/digital electronic equipment, including test equipment, and the techniques for installing, maintaining, troubleshooting and repairing such equipment.</p> <p>Basic knowledge of appropriate Information Technology principles.</p>	<p>Working knowledge of electronic and/or RF principles.</p> <p>Working knowledge of analog/digital electronic equipment, including test equipment, and the techniques for installing, maintaining, troubleshooting and repairing such equipment.</p> <p>Working knowledge of appropriate Information Technology principles.</p> <p>Ability to troubleshoot non-standard devices for which documentation may or may not be available.</p> <p>Ability to use the full capabilities of the equipment to optimize output. Ability to proactively identify and correct potential problems.</p>	<p>Full knowledge of electronic and/or RF principles.</p> <p>Full knowledge of analog/digital electronic equipment, including test equipment, and the techniques for installing, maintaining, troubleshooting, upgrading and repairing such equipment.</p> <p>Full knowledge of appropriate Information Technology principles.</p> <p>Ability to apply creative solutions to complex/unique problems.</p>

Definitions:

Basic knowledge - The span of knowledge minimally necessary to complete defined assignments.

Working knowledge - The span of knowledge necessary to independently complete defined assignments to produce an effort or activity directed toward the production or accomplishments of the work objectives.

Full knowledge - The broad scope of knowledge on the job that is beyond journey competencies.

Analytical Thinking

Ability to identify issues, obtain relevant information, relate and compare data from different sources, and identify alternative solutions.

Contributing	Journey	Advanced
Ability to effectively use available resources in problem-solving and system analysis.	<p>Ability to recognize complex problems or issues and research possible solutions using available documentation or other sources.</p> <p>Ability to identify systemic problems and research potential solutions to problems which have not been previously documented or anticipated.</p>	<p>Ability to gather and apply appropriate data, analyze that data, and design unique devices, systems, programs or equipment as needed.</p> <p>Ability to document procedures or instructions for implementing solutions to problems.</p>

Teamwork

Ability to actively participate and contribute as a member of a team toward the completion of established goals.

Contributing	Journey	Advanced
Ability to effectively participate as a team member and assist in achieving desired goals.	Ability to actively participate in team activities and provide expertise to achieve desired goals.	Ability to lead, offer guidance and manage team activities to achieve desired goals.

Customer Service

Ability to develop and maintain professional relationships with clients or customers by listening to the client/customer, and understanding and responding to identified needs in a timely manner.

Contributing	Journey	Advanced
Ability to respond appropriately to requests for services or assistance from clients/customer.	Ability to develop and maintain professional client/customer relationships by selecting the most appropriate alternatives when responding to a request.	Ability to develop and maintain professional client/customer relationships involving decision making and problem solving.

Communication

Ability to present information to individuals or groups. Ability to convey information clearly and concisely to groups or individuals verbally, in writing, or through other documentation as appropriate to ensure understanding. Ability to listen and respond appropriately to others.

Contributing	Journey	Advanced
Ability to convey basic information to team members and supervisors.	Ability to explain and interpret standard technical information, to co-workers, team members, management, clients/customers and the public.	Ability to explain and interpret comprehensive technical information, in unique situations to co-workers, team members, management, clients/customers and the public. Ability to make recommendations as required and to suggest and support alternative approaches.

V. MINIMUM TRAINING & EXPERIENCE

High school diploma or equivalency and completion of a two-year technical school program in electronics; or equivalent combination of training and experience.

Note: This is a generalized representation of positions in this class and is not intended to identify essential work functions per ADA. Examples of competencies are primarily those of the majority of positions in this class, but may not be applicable to all positions.